

PLEASE RETURN BY: _____

**LA DEPARTMENT OF TRANSPORTATION & DEVELOPMENT
REFERENCE/ELIGIBILITY CHECK**

APPLICANT'S NAME: _____

SOCIAL SECURITY NUMBER: ____/____/____

LA DOTD POSITION APPLIED FOR: _____

1. THE ABOVE NAMED APPLICANT INDICATES HE/SHE WORKED FOR _____
From: ____/____/____ To: ____/____/____

JOB TITLE: _____

2. Is the above information correct? Yes No

3. What were the candidate's general duties?

4. Is the candidate eligible for reemployment with your company? Yes No

5. What was the candidate's reason for leaving your company?

6. Please rate the candidate on the following skills/behaviors
from 1 to 5, where 1 = poor and 5 = outstanding:

Quality of work	____	Trustworthiness	____	Adaptability	____
Quantity of work	____	Work attitude	____	Cooperation	____
Communication skills:		Work ethic	____	Org. Skills	____
Written	____	Initiative	____	Dependability	____
Verbal	____				

7. Is there any other information about this candidate you would like to
share or that we should know? _____

Information provided by: _____ (Print name)
_____ (Print title)
_____ (Signature)
_____ (Date)

FOR DOTD USE, IF INFORMATION VERBALLY RECEIVED:

Information recorded by: _____ (Print name)
_____ (Print title)
_____ (Date)